

**Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Eighth Town Council of Highland  
Monday, December 1, 2014**

The regular study session of the Twenty-Eighth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, December 1, 2014** at the time of 7:10 o'clock p.m.

**Silent Roll Call:** Councilors Bernie Zemen, Mark Herak, Dan Vassar, Steven Wagner, and Konnie Kuiper were present. Councilor Steven Wagner was selected at the recent caucus convened on November 25 to select a successor to fill the unexpired term of the late Councilor Dennis Adams. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings.

*Also present:* Ed Dabrowski IT Director (Contract); and Randy Bowman, Assistant Inspector for Electrical were also present.

**General Substance of Matters Discussed**

1. *Discussion regarding Appointments for 2015.* The Town Clerk-Treasurer and the Town Council reviewed the memorandum prepared by the Clerk-Treasurer, listing the expiring terms, vacancies and pending appointments and clarified the appointment authority.
2. *Discussion regarding Communication from Arthur Burkman, Highland's member of the Shared Ethics Advisory Commission, and his appeal for participation in the forthcoming train the Trainer workshop and the need for Highland to conduct Ethics Training.* The Town Council and the Clerk-Treasurer discussed Rev. Burkman's appeal for Highland's participation in the forthcoming train the Trainer workshop and the need for Highland to conduct Ethics Training. It was noted that owing to staff changes in recent eighteen months, there was no one on staff who had participated in trainer workshops to ready them to conduct ethics training. It was noted that the Clerk-Treasurer and the former Deputy Clerk-Treasurer had participated in the training. However, the Clerk-Treasurer revealed that he had schedule demands that made his conducting any training near term impracticable. It was further noted that Highland was one of a few communities in the shared ethics interlocal initiative that had not conducted training in more than a year.

The Town Council President indicated that he would contact the department heads to encourage their participation in the train the trainer and then have them work on scheduling an ethics training for workers soon.

3. *Discussion about making up the disparity between military pay and police pay while workers are on active duty for the US Armed Forces, National Guard or Reserve component and Introduced Ordinance No. 1572. Discuss whether after the 15 days of full pay entitlement that current law requires, and entitlement to use all other paid time first as also set in current Federal Law.* It was noted that Ordinance No. 1572 (introduced at the Town Council meeting of November 24, 2014) was prepared in part in response to the request of the Metropolitan Police Chief particularly seeking to have the Town Council protect the compensation level of Officer B. Snow, who volunteered for active duty military service. As drafted and introduced, Ordinance No. 1752 would modify the compensation policy to allow protection of the higher level of pay for any employee called into military service, in addition to the current legal requirement for providing 15 days of full-time pay in addition to any military pay, protection of pension rights and work slots. Following a policy modeled on neighboring Munster, the ordinance provided in addition to the 15 days of full pay and protection required by the United States and State Law, supplemental pay that when added to the military pay of the employee, would bring the

employee's compensation up to 100% of the level it would have been as a municipal employee at the time of responding to active duty. Further, in the second year, it would provide for an additional fifty-two weeks of local supplemental pay to bring the employee's compensation up to 80% of the local pay level.

Councilor Kuiper expressed a strong appeal to protect the pay at 100% for both years. The Clerk-Treasurer expressed reservations about this noting that while it may not seem an undue budgetary burden when involving only one worker, it could be a burdensome policy in the event of a number of reservists being called to active duty during an armed forces sortie, such as has been experienced recently in the Middle East. It was further noted that even with only supplementing part of the pay, there would be pressure to provide added funds to support the payment for replacement workers.

The Town Council President and the Town Council then engaged in informal mark-up of the enrolled Ordinance. From mark-up, the ordinance was modified at the direction of the Council to reflect 102 weeks of supplemental pay up to 100% of the worker's compensation as a municipal worker. The Clerk-Treasurer indicated that the ordinance would be modified for action at the Town Council meeting for December 8, 2014.

3. *Illuminated Street Signs.* The Town Council discussed Councilor Herak's request to procure a series of *lighted street signs* that would be suspended over major streets in the Town. He noted that along Calumet Avenue in Munster such signs are in operation and encouraged Councilors to review them. He urged that the Town Council pursue the acquisition of such lights.
4. *Restructuring Police Wages.* Councilor Herak renewed his request for consideration of a restructuring of the wage and salary basis in the police department. Councilor Herak suggested that all officers be given a base pay in some amount, perhaps the level of a first class patrol officer, and then there be supplemental or specialty or assignment pay based upon the task or assignment of a particular officer. He offered that this would deter the widening differential in pay between the ranks, exacerbated by the across the board percentage wage increases.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, December 1, 2014**, was adjourned at 8:05 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer